

# Constitution & Key Criteria



## Your Constitution

Your club or society's constitution is a signed document by all of your committee members outlining a set of rules for the basic, day-to-day running of your group that you will agree to abide by. The constitution also sets out your individual club/society objectives that you aim to achieve throughout the year.

It is important you fully read and understand your constitution before you sign it as it will also include clauses relating to membership, your voting structure and financial operations, amongst other things.

The Student Opportunities department will issue you with a template constitution that you must then complete in reference to your club/society.

**Without signing this, your group will not be a recognised club/society of SUBU.**

## Clubs and Societies Criteria

The Clubs and Societies Criteria makes up part of your constitution and outlines a set of attributes that all recognised SUBU clubs and societies must have.

All active SUBU clubs and societies must adhere to the below points as stated in their constitution.

1. All SUBU clubs and societies must have a minimum of 15 fully-paid members (including committee members) to operate.
2. No group should have a membership base that consists of more than 50% Associate Members.
3. All SUBU clubs and societies must have at least one active social media platform to engage with their members.
4. All SUBU clubs and societies should hold at least one meeting with their members each month.
5. No club should hold a negative bank balance for more than two consecutive months.

If you have issues in fulfilling any of the above criteria, the Student Opportunities team can support you.